

**STATE BOARD OF FUNERAL AND CEMETERY SERVICE
BOARD MEETING
THURSDAY AUGUST 6, 2009
INDIANA GOVERNMENT CENTER SOUTH
402 W WASHINGTON STREET, CONFERENCE CENTER, ROOM A
INDIANAPOLIS, IN 46204**

MINUTES OF THE MEETING

BOARD MEMBERS PRESENT:

Matthew Drury, Chairman
Theodore Mau, Vice Chairman
Paul St. Pierre
James Todd
John Gerlach
Roland Cutter

BOARD MEMBERS ABSENT:

Samuel Frain
David McComb
Anne M. Patterson
Corey Ealy, State Board of Health

STATE OFFICIALS PRESENT:

Tracy Hicks, Board Director
Christina Wiseley, Assistant Board Director
Kevin McDowell, Deputy Attorney General
David Miller, Deputy Attorney General
Jeanne Tucker, Compliance Officer
Larry Harvey, Compliance Officer

**MINUTES TRANSCRIBED AND
COMPILED BY:**

Tracy Hicks, Board Director

**MINUTE NO. 09-52
CALL TO ORDER**

The meeting was called to order at 11:00 a.m. by M. Drury, pursuant to public notice posted at the principal office of the board at least forty-eight (48) hours before the time of the meeting.

**MINUTE NO. 09-53
ADOPTION OF THE AUGUST 6, 2009 AGENDA AS AMENDED**

T. Mau moved to adopt the August 6, 2009 agenda as amended. P. St. Pierre seconded the motion. Motion carried.

**MINUTE NO. 09-54
ADOPTION OF THE MINUTES OF JUNE 4, 2009 MEETING**

J. Gerlach moved to adopt the minutes of the June 4, 2009 meeting. R. Cutter seconded the motion. Motion carried.

MINUTE NO. 09-55**APPLICATIONS FOR RENEWAL OF FUNERAL DIRECTOR LICENSE**

P. St. Pierre moved to require 10 hours of continuing education, require completion of the Indiana Funeral Directors Association crash review course, and pass the funeral directors examination to renew the funeral director license in the matter of Betty Anderson, FD29600063. J. Todd seconded the motion. Motion carried.

J. Todd moved to require 10 hours of continuing education, require completion of the Indiana Funeral Directors Association crash review course, and pass the funeral directors examination to renew the funeral director license in the matter of Kevin Lewis Engel Sr., FD08900004. M. Drury seconded the motion. Motion carried.

MINUTE NO. 09-56**CONSIDERATION OF COSTS AS PROVIDED BY IC 25-1-11-18 IN THE MATTER OF PHILIP ENGEL, FD08800224, SBFCS 07-05**

M. Drury moved to approve the costs provided by IC 25-1-11-18 in the amount of \$953.36 in the matter of Philip Engel, FD08800224, SBFCS 07-05. J. Todd seconded the motion. Motion carried.

MINUTE NO. 09-57**DESIGNATION OF SUCCESSOR SELLER OF PRENEED CONTRACTS PURSUANT TO IC 30-2-13-15 IN THE MATTER OF MARVIN L. BOATRIGHT, FD01019032, REVOKED, AND MARVIN L. BOATRIGHT FUNERAL SERVICE, FH10500002, CLOSED**

P. St. Pierre moved to reassign the Marvin Boatright preneed contracts equally among the following funeral homes. J. Todd seconded the motion. Motion carried.

Grundy Memorial Chapel, FH88900009

Craig Funeral Home, FH83003239

Peoples Funeral Home, FH83003433

Lavenia, Smith, & Summers Home for Funerals, Inc., FH10200046

Stewart Funeral Home, Inc., FH10000102

MINUTE NO. 09-58**VERIFIED COMPLAINTS REQUESTING RESTITUTION FROM THE PRENEED CONSUMER PROTECTION FUND**

J. Todd moved to approve \$700.00 plus interest for the headstone in the matter of Janice L. Gibson regarding Marvin L. Boatright, FD01019032, Revoked and Marvin L. Boatright Funeral Service, FH10500002. The board has no authority to reimburse the C&J Financial fee of \$521.00. P. St. Pierre seconded the motion. Motion carried.

M. Drury moved to table the verified complaint requesting restitution from the preneed consumer protection fund pending confirmation that the headstone has not been provided in the matter of Charles Chapman regarding Marvin L. Boatright, FD01019032, Revoked and Marvin L. Boatright Funeral Service, FH10500002, Closed. T. Mau seconded the motion. Motion carried.

MINUTE NO. 06-59**CORRESPONDENCE**

Steve Miller, FD20800039 replaced James Pirkle, FD01011644 as manager of Gill Funeral Home, FH1000030. Mike Moffitt, FD29500104, is now employed with Shirley Brothers Mortuaries, FH10100017.

MINUTE NO. 09-60**REVIEW OF CONTINUING EDUCATION SPONSORS AND COURSES, APPROVED**

P. St. Pierre moved to approve the continuing education sponsors and courses as follows. M. Drury seconded the motion. Motion carried.

NEW COURSES FROM PREVIOUSLY APPROVED SPONSORS

Cremation Association of North America, 401 N. Michigan, Suite 2200, Chicago, IL 60611

- The Fred Factor: How Passion in Your Work Can Turn the Ordinary into the Extraordinary, August 20, 2009, 1.5 ceu
- Exploring the Importance of Strategic Change: Will You be a Functionary or a Facilitator?, August 20, 2009, 1.5 ceu
- Helping Your Staff Realize Their Potential through Training and Motivation, August 20, 2009, 1 ceu
- In Search of a Catholic Cremation Tradition, August 22, 2009, .75 ceu
- Avoiding the Courtroom...An In-Depth Look at Today's Cremation Lawsuits, August 20, 2009, 1.5 ceu
- GRASP – A New Alternative Way to the Cremation Arrangement Process, August 21, 2009, 1 ceu
- V.A. National Cemeteries: Fulfilling the Final Promise of Care, August 21, 2009, 1 ceu
- Successful Pet Loss Integration, August 22, 2009, 1 ceu
- State of the Industry Panel (Part 1), August 22, 2009, 1 ceu
- State of the Industry Panel (Part 2), August 22, 2009, .75 ceu
- CANA Final 2007 Statistics and Projections to the Year 2025, August 22, 2009, .5 ceu

E.C. Nurre Funeral Home, 315 West Plane Street, Bethel, OH 45106

- Holiday Help Program, November 8, 2009, 2 ceu

Funeral Review.Com, 2201 Dr. MLK Jr. Street North, St. Petersburg, FL 33704

- People Skills, online, ongoing, 7 ceu
- Phone Skills, online, ongoing, 7 ceu
- Funeral Director Skills: Module 1, online, ongoing, 7 ceu
- Funeral Director Skills: Module 2, online, ongoing, 7 ceu
- Funeral Director Skills: Module 3, online, ongoing, 7 ceu
- Cycle of Excellence Cremation, online, ongoing, 7 ceu
- Introductory Arranger Training, online, ongoing, 7 ceu
- Introductory Management Training, online, ongoing, 7 ceu
- Management Training Module 2, online, ongoing, 7 ceu
- People Skills Refresher, online, ongoing, 4 ceu
- Phone Skills refresher, online, ongoing, 4 ceu
- Executive Development Plan, online, ongoing, 14 ceu
- People Skills Advanced, online, ongoing, 7 ceu
- Phone Skills Advanced, online, ongoing, 7 ceu
- FSBP 2010 Funeral Service Business Plan, online, ongoing, 12 ceu

Independent Funeral Directors of Indiana, P.O. Box 158, Cloverdale, IN 46120

- FAA Known Shippers, June 18, 2009, 1 ceu
- Changes in Indiana Laws Passed in 2009 That Affect Funeral Home Operations and/or Business Practices, June 18, 2009, 1 ceu
- Make a Difference with Kids, August 19, 2009, 2 ceu
- FTC Update & Review, Succession Planning, Buy & Sell Agreement, New Changes in Tax Laws and Rules, August 19, 2009, 2 ceu
- Visit the Exhibits, August 19, 2009, 1 ceu
- IFDI Annual Business Meeting, August 19, 2009, 1 ceu

Indiana Organ Procurement Organization, 429 Pennsylvania Street, Suite 201, Indianapolis, IN 46204

- IOPO Funeral Home Symposium 2009, August 20, 2009, 5.5 ceu

International Order of the Golden Rule, 13523 Lakefront Drive, Earth City, MO 63045

- Known Shipper Mandate: Prepare Now, teleconference, June 18, 2009, 1 ceu
- OSHA Update, teleconference, July 16, 2009, 1 ceu
- Demanding Families: An Arrangements Conference Challenge, teleconference, August 20, 2009, 1 ceu
- FTC Review, teleconference, October 15, 2009, 1 ceu
- Innovative Ideas to Better Serve Families, teleconference, November 19, 2009, 1 ceu
- What to Know Before Expanding or Acquiring a New Facility, teleconference, December 17, 2009, 1 ceu
- Invitational Roundtable: 7th Annual Pheasant Hunt, panel discussion, November 13-17, 2009, 3 ceu
- The Young Funeral Director: New Generation, New Challenges, audio seminar, September 17, 2009, 1 ceu

Selected Independent Funeral Homes, 500 Lake Cook Road, Suite 205, Deerfield, IL 60015

- Selected Independent Funeral Homes 2009 Annual Meeting, October 7-10, 2009, 10.5 ceu

**MINUTE NO. 09-61
RULES COMMITTEE**

The committee will meet on a non-board meeting day at the Indiana Funeral Directors Association to enlist their assistance. The committee volunteered their time without compensation.

**MINUTE NO. 09-62
DISCUSSION OF ATTORNEY GENERAL'S CONSUMER PROTECTION PROCESS**

David Miller, Deputy Attorney General, spoke to the board about the consumer complaint process and what authority they do and do not have. He understands the board's frustration in the process and offered to meet with the liaisons and any other relevant individuals to discuss the board's concerns. Mr. Miller will contact P. St. Pierre to schedule a meeting.

**MINUTE NO. 09-63
ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 12:10 p.m.

Dated: 10/01/09

Matthew B. Drury
Matthew Drury,
Chairman

Attest: Tracy Hicks
Tracy Hicks, Board Director